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Committee for Programme and Coordination

Thirty-ninth session

7 June–2 July 1999

Draft report**Addendum**

Rapporteur: Mr. Juichi Takahara (Japan)

**Improving the working methods and procedures of the
Committee for Programme and Coordination within the
framework of its mandate**

1. The Committee considered agenda item 7, entitled "Improving the working methods and procedures of the Committee for Programme and Coordination within the framework of its mandate", and reviewed the implementation of the conclusions and recommendations agreed to by the Committee on the matter at its thirty-eighth session.

Documentation

2. It was noted that in order for the Committee to fulfil its mandate in a satisfactory manner, it required complete and timely submission of relevant documentation.

Time limit

3. The view was expressed that a time limit for delivery of statements should be established in a large debate on subjects such as the medium-term plan and the programme budget. In the same vein, it was pointed out that the lack or inaccuracy of responses to queries raised by delegations led to unnecessary and lengthy discussions and follow-up comments.

Conclusions and recommendations

4. The Committee affirmed the shared responsibility of the members, observers and the Secretariat in improving the working methods and procedures of the Committee for Programme and Coordination within the framework of its mandate.

5. The Committee reaffirmed that reports of the Secretary-General should conform to the mandates approved by relevant intergovernmental bodies, the Regulations and Rules Governing Programme Planning, the Programme Aspects of the Budget, the Monitoring of Implementation and the Methods of Evaluation, the terms of reference of the Committee and relevant General Assembly resolutions.

6. The Committee stressed that the Secretariat should submit the necessary documentation on time and in accordance with the six-week rule. Their format should be in accordance with General Assembly resolutions 52/214 B of 22 December 1997 and 53/208 B of 18 December 1998. In that connection, the Committee



emphasized that the Secretariat must pay closer attention to the contents of the documents as well as to the quality of translation.

7. The Committee agreed that draft reports of the Committee prepared by the Secretariat must accurately reflect the opinions expressed during the discussion on specific matters. The tendency of delegations making proposals simply to balance views that they do not like should be discouraged. All draft reports should be provided to the Rapporteur and Coordinators before circulation so as to ensure that the reports accurately reflect the views expressed during the discussion.

8. The Committee agreed to concentrate on the conclusions and recommendations section of the draft report.

9. The Committee recognized that the discussion section does not represent a consensus view, and therefore negotiations on the discussion section should be avoided. In this regard, the Committee emphasized that no actions should be taken by the Secretariat on matters reflected in the discussion section, nor should action be taken on recommendations not approved by the Economic and Social Council and/or the General Assembly.

10. The Committee noted the use of the passive voice in the discussion section and recommended that, if possible, the repetitive usage of the phrase "the views were expressed" should be avoided.

11. The Committee reiterated that in accordance with the rules of procedure of the Economic and Social Council, observers may participate in its deliberations on any matter of particular concern to them. The Committee reaffirmed the responsibility and privileges of its members in the decision-making process and the recommendations they adopt.

12. The Committee recognized the need to pay more in-depth attention to its coordinating role as the main subsidiary organ of the Economic and Social Council.

13. The Committee emphasized the need to maintain, to the extent possible, normal working hours.

14. The Committee, once again, emphasized that its role, in all aspects of its mandate, including its secretariat, should be strengthened in order to allow it to implement effectively the tasks assigned to it.

15. The Committee agreed to continue to implement its recommendations contained in paragraphs 362 to 369 of

its report¹ and decided to continue consideration of this agenda item at its fortieth session.

Notes

¹ *Official Records of the General Assembly, Fifty-third Session, Supplement No. 16 (A/53/16)*